



Parks and Facilities Division

2014 – 2015 SNOW AND ICE DUTY

- Goal -**
- Objectives -**
- Responsibilities -**
- Procedures -**



SNOW DUTY SUPERVISORS SCHEDULE 2014-2015

ROTATING TWO-WEEK DUTY SCHEDULE					
Duty begins 7 a.m. of your starting date until 7 a.m. the day after your ending date.					
Date	Supervisor	Cell	Crew Leader	Cell	Plow/Salt Truck(s) & Tractor Operators for Parking Lots, Entrance Drives and Millennium Trail
Oct. 20 – Nov. 2	J. Bible	240-388-4035	K. France	240-388-6618	A. Wyatt (MT) (I) Drivers – See Shift A
Nov. 3 – Nov. 16	W. Noll	301-741-3071	J. Pritchard	301-717-8909	P. Fergus (MT)*** (I) Drivers – See Shift B
Nov. 17 – Nov. 30	D. Fasolina	240-876-2591	C. Phipps	301-537-7564	A. Wyatt (MT) (I) Drivers – See Shift A
Dec. 1 – Dec. 14	R. Orndorff	240-876-2589	V. Salguero	301-801-4382	P. Fergus (MT)*** (I) Drivers – See Shift B
Dec. 15 – Dec. 28	B. Cockrell	240-372-9025	B. Grund	240-286-1591	A. Wyatt (MT) (I) Drivers – See Shift A
Dec. 29 – Jan. 11	J. Bible	240-388-4035	K. France	240-388-6618	P. Fergus (MT)*** (I) Drivers – See Shift B
Jan. 12 – Jan. 25	W. Noll	301-741-3071	R. Reynolds	240-994-8514	A. Wyatt (MT) (I) Drivers – See Shift A
Jan. 26 – Feb. 8	D. Fasolina	240-876-2591	J. Pritchard/ K. France****	301-717-8909	P. Fergus (MT)*** (I) Drivers – See Shift B
Feb. 9 – Feb. 22	R. Orndorff	240-876-2589	V. Salguero	301-801-4382	A. Wyatt (MT) (I) Drivers – See Shift A
Feb. 23 – Mar. 8	B. Cockrell	240-372-9025	B. Grund	240-286-1591	P. Fergus (MT)*** (I) Drivers – See Shift B
Mar. 9 – Mar. 22	J. Bible	240-388-4035	K. France	240-388-6618	A. Wyatt (MT) (I) Drivers – See Shift A
Mar. 23 – Apr. 5	W. Noll	301-741-3071	R. Reynolds	240-994-8514	P. Fergus (MT)*** (I) Drivers – See Shift B
Apr. 6 – Apr. 19	D. Fasolina	240-876-2591	C. Phipps	301-537-7564	A. Wyatt (MT) (I) Drivers – See Shift A

Alternate/Substitute Staff Available			
Supervisors	Cell	Plow Truck and Tractor Operators	Cell
Noel Gonzalez	240-383-6693	Jerrold Johnson *	240-674-2495
Mark Kibiloski	240-994-4904	Roger King	240-393-0876
		Clayton Phipps	301-537-7564
		Clifton Vann	240-286-7956

(MT) - Millennium Trail Designated

- * - See Forestry Note II.G.5. – Alternate plow operators may be needed.
- ** - The first duty supervisor is responsible for initial stocking of facilities. (See II.E.3.)
- *** - Paul Fergus to be trained by Patrick Tarquino & Art Wyatt for MT
- **** - Kyle France will be on duty for Joey Pritchard during the week of Jan.26 – Feb 1.

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2014-2015

GOAL, OBJECTIVES, RESPONSIBILITIES AND PROCEDURES

I. GOAL

To work as a team to provide efficient, timely and cost effective snow and ice removal from public walks, municipal grounds and parking lots maintained by the Parks & Facilities Division.

II. OBJECTIVES, RESPONSIBILITIES AND PROCEDURES

The following objectives and responsibilities are to be carried out by the assigned supervisor and his/her assigned Crew Supervisor. Individual tasks to achieve these objectives are the responsibility of ALL staff, as assigned.

A. Schedules & Scheduling

1. The Duty Supervisor and assigned crew supervisor are on for a two-week period, beginning on a Monday at 7 a.m., and ending two weeks later on Monday at 7 a.m. This allows for a supervisor to continue weekend overtime snow operations into a regular workday start time.
2. The Duty Supervisor should be prepared for evening and morning overtime shifts. They should be prepared on Fridays for weekend snow and ice maintenance and know all facility schedules by utilizing the weekly facility schedules from the Civic Center (provided thru email to parks). In addition, they should call or check on-line to confirm schedules and to obtain information about cancellations.
3. Supervisors and their crew supervisor are responsible for scheduling regular hours snow responsibilities (regular hours responsibilities are listed by crews on pages 7 to 12).
4. Supervisors are also responsible for providing a list of areas completed & not completed to the duty supervisor by 2pm so that they can coordinate overtime strategies and schedule crews appropriately. A Check List is provided in the back of this document.
5. The Duty Supervisor will also coordinate and schedule regular hour crews if a City-wide approach needs to be taken, and responsibilities reallocated, in order to improve efficiency. The Duty supervisor will notify all supervisors when making this decision and have a clear plan to follow.
6. Overnight Overtime crews will typically start at 3 – 4 p.m. working until 3 - 4 a.m. Crews should not exceed 12 hour shifts.
7. Morning overtime crews will typically begin at 4 a.m. If the weather is inclement prior to 4 a.m., earlier starts may occur.
8. In emergencies, 12 hour shifts are from 7:00 to 7:00 around the clock with all staff being required to work. The 12 hours shifts (A & B) will be rotated between day shift and night shift.

Objectives, Responsibilities and Procedures

B. Weather

1. Be prepared for freezing rain, sleet, icing and snow events. Monitor current snow and ice conditions in and around the City of Rockville. Use radio, internet and TV weather forecasts, but do not rely solely on one single communications or here-say to plan for future events. Coordinate operations with Public Works when necessary.
2. The Police Dispatcher and/or Public Works Snow Duty Foreman may call Parks and Facilities Snow Duty Supervisors at the beginning of a snowstorm. However, the Parks Snow Supervisor should be aware of snow starts and be fully prepared for declining weather conditions with a staff list prior to the start of a storm..

C. Staffing

1. Supervisors are expected to fully follow the AFSCME's Union Agreement on overtime. However, under the current Union Agreement, all L-scale workers are required to work if requested. Every effort must be made to distribute overtime equally.
2. Crew size on overtime should be limited to twelve (12) workers. As a guide, twelve (12) staff for three (3) inches or less. As needed staff for more than three (3) inches.
 - Three (3) person crews, two (2) plow driver, one (1) person for Millennium Trail.
3. In the event of a severe emergency snow or ice storm, all essential personnel will be put on alert by the Superintendent of Parks and Facilities. Twelve-hour emergency shifts may be invoked. Twelve-hour employee shifts are listed in the back of this document.
4. The staff schedules have been predetermined and are attached. Staff is responsible for notifying the snow duty supervisor when they cannot meet their scheduled shift and is responsible for finding a replacement.
5. The Duty Supervisors should use the One-Call Now phone messaging system to notify the appropriate staff that is required to work. This is especially useful on the weekends. Each supervisor is set up with a snow duty subgroup that can be accessed via the Internet, www.onecallnow, or by calling 1-877-698-3261, 1-866-321-4255 or 614-384-2335. Your pin number for this system is your work telephone extension; e.g., 8702. Administration may also assist you in placing the call.

In the One-Call-Now system, the Parks Equipment Mechanic, Patrick Tarquinio, (301-217-9078), will be contacted with a message as will your assigned crew supervisor and assigned plow operator. The sub groups can be easily modified on-line to include or exclude any staff. See Administrative staff for any assistance needed.

6. Crew Supervisors must contact their crew(s) before quitting time if they anticipate bad weather and make sure their crew(s) is ready and prepared to respond.
7. The Duty Supervisors must be on-site (or assign a crew leader) and available by cell phone or two-way radio at all times throughout the entire storm and/or required overtime period.
8. The Duty Supervisor will be responsible for collecting all snow reports with accurate overtime information so overtime can easily be transferred to Kronos.

Objectives, Responsibilities and Procedures

D. Equipment

1. All snow and ice removal equipment is to be maintained at the highest level by The Parks Equipment Mechanic and those who use or are responsible for the equipment. For a complete listing of all snow maintenance equipment, see complete equipment list in Section VII.
2. All snow and ice removal equipment and associated equipment shall be prepared prior to a weather event. Equipment shall be attached, fully operational and functional, configured, fueled, oiled, greased etc.
3. Trailerable equipment shall be pre-loaded and stored under cover prior to an event. Minimum equipment:
 - Three trailers. Each trailer equipped with a tractor
 - Walk-behind snow blower
 - Shovels
 - Calcium
4. The Parks and Facilities Division will have its own Truck, #465, with chemical spreader and plow attached. The unit shall be 100 percent responsible for applying chemicals and pushing snow on all city building driveways and parking lots. The Duty Supervisor will call the unit into service at the beginning of a snow emergency. The unit shall start assignment by spreading chemicals and plowing areas.
5. All trucks with plows should be ready in advance of a snowstorm.
6. Ensure that basic equipment parts are readily available and on hand prior to a weather event: extra sheer pins, tire chains, etc. **This is the responsibility of the crew and crew supervisor, not the Mechanic.**

E. Materials (Stock and Use)

1. Supplies of chemicals, sand, gloves, etc. must be stocked and prepared for ease of use.
2. Be constantly aware of the in-stock materials. Don't rely on the next person to restock. Keep on-hand supplies up to a reasonable level.
3. The first Snow Duty Supervisor will stock all necessary facilities for winter calcium and every supervisor shall re-supply proactively. See stock area table in Section VIII of this document for complete listing of locations and quantities.
4. For all concrete and metal Surfaces, ONLY use calcium chloride stored in the stockroom, or if closed, use from the various stockpiles.
5. Use calcium chloride prudently. This material is very expensive.
6. Salt is only to be used for roads and asphalt bike paths.
 - a. When using salt from mechanical spreaders, be sure the overthrow does not go into flowerbeds, turf areas or tree root systems.
 - b. Do not use salt anywhere near the corten steel bridges in the parks or overpasses. Salt causes corrosion of bridge structure. Advise all staff: **No Salt - No Salt - No Salt.**

Objectives, Responsibilities and Procedures

- c. **Do not** use salt anywhere around the Parks Mechanical Building.
- d. **Do not** use sand close to City Hall entrances. When tracked in, it becomes messy and a nuisance.

F. Location Notes

- 1. When there are events ongoing at the Civic Center and/or Senior Center, their support personnel will use calcium chloride to temporarily provide coverage of walks. The Parks Supervisor on duty will be responsible to keep these supplies stocked.
- 2. No plows are to be used on corten steel bridges. Plows may cause damage to the decking fasteners and cause the decking to become unattached. This includes Lakewood Bridge.

Note: No chemicals on Lakewood Bridge.

- 3. Use rubber blade plow **ONLY** for Thomas Farm Community Center parking lot.

G. Additional Information

- 1. After each overtime period, **fill out** an **Emergency Overtime (OT) Report in Section X.** Detail time of notification and arrival, date of the event, snow depth, nature of storm, staff, hours worked, locations worked, and equipment and supplies used. This information should then be put in the Hansen Maintenance Management System as time allows to accurately track locations, labor hours and materials.
- 2. All hours will be tracked in KRONOS and maintained daily. All OT should be reconciled by the Duty Supervisor ASAP so the immediate supervisor can approve in the time management system (KRONOS) to ensure that every employee receives their OT in a timely fashion.
- 3. **When “A” priority areas are completed, it is the responsibility of the Crew Supervisor to contact his/her supervisor for further instructions. Other “A” areas may not be completed, so it is important to utilize all staff to complete all areas within the City as soon as possible.**
- 4. In the event of a level 4 or 5 storm, all or some of Park’s snow removal equipment may be taken for citywide operations. **See the attached Public Works Snow Response Summary.**
- 5. **Forestry Note** – During storms causing significant tree damage, the Forestry Division snow responsibilities will be suspended, as determined by the Superintendent of Parks and Facilities, and those responsibilities will be divided among other crews.

2014-2015 OVERTIME "A" PRIORITY LOCATIONS

1 THROUGH 12

No.	Facility/Place Name	Address	Pedestrian Entrance ways	Walks, ramps & or steps	Driveways & Vehicle Entrance Ways	Parking Lots	Bridge or Other	Locations & Special Notes	REG Time	Associated Facilities
1	* City Hall - <i>OPEN & Accessible at all times</i>	111 Maryland Avenue	x	x	x	x		ALL pedestrian entrances & walkways, ramps, ALL drive entrances & parking lots. Stock calcium bags in bin inside main entrance for custodial use starting first duty.	ATHLETIC FIELDS	Bouc House
2	* Civic Center Complex	603 Edmonston Drive	x	x	x	x		ALL pedestrian entrances & walkways, ramps, ALL Drive entrances & parking lots. Check event schedules for Theatre & Mansion & programs at the Nature Center. Stock calcium at the Mansion & Theatre for custodial use.	HORTICULTURE	Glenview Mansion and Cottage, F. Scott Fitzgerald Theatre and Social Hall, Recreation Services Building, TUG Building, Croydon Creek Nature Center
3	Courthouse Square Park	29 Courthouse Square	x	x				Walks around fountain & through park from E. Montgomery to Jefferson. Entrance ways to 32 Courthouse Square.	ATHLETIC FIELDS	29 park walks & 32 Courthouse Square entrance
4	*Lincoln Park Community Center	357 Frederick Avenue	x	x	x	x		ALL walks around the community center, entrances & parking lot.	EAST PARKS	
5	Maryland Avenue Walks	Argyle to Potomac Valley, Potomac	x					ALL sidewalks in ROW and school walks.	ATHLETIC FIELDS	Monument Park
6	*Police Station/Old Post Office	North Washington Street at W.	x	x	x	x		ALL sidewalks and parking lot.	ATHLETIC FIELDS	
7	Promenade Steps	Monroe at E. Montgomery Ave. between 51 Monroe and 255 Hungerford Drive	x	x				Steps and Promenade entrance to Metro. Both sides & area around elevator. Coordinate with Courthouse Square & City Hall crews.	ATHLETIC FIELDS	
8	*Public Works Maintenance Complex - <i>OPEN & Accessible at all times</i>	14625 Rothgeb Drive	x	x	x	x		ALL walks in front of building & on side and back entrance. Clear ped path to shops. ALL paved surfaces, drives, entrance & exit ways & parking areas within complex by PW.	HORTICULTURE	Public Works & Parks Maintenance Offices, MVM Building, Stockroom, Heated Storage, Parks Shop, Truck Wash, Rothgeb Maintenance Buildings.
9	*Senior Center	1150 Carnation Drive	x	x	x	x		ALL walks, entrances (back and front) & all parking lots around the Senior Center. Utilize tractors and Thomas Farm Facility custodians for parking lot snow removal, as needed. RUBBER PLOW BLADE ONLY.	WESTERN PARKS	
10	*Swim Center	355 Martins Lane	x	x	x	x		Main entrance to indoor pool & parking lot. Montgomery County uses secondary parking lot.	WESTERN PARKS	
11	*Thomas Farm Community Center	700 Falls Grove Drive	x	x	x	x		Main entrance, adjacent walks & parking. Utilize tractors and Thomas Farm Facility custodians for parking lot snow removal, as needed. RUBBER PLOW BLADE ONLY.	HORTICULTURE	Falls Grove Park
12	*Twinbrook Community Center	12920 Twinbrook Park	x	x	x	x		Main entrance & adjacent walks to community center & annex. Parking lot adjacent to buildings. Parking lot on drive not necessary during heavy snows.	FORESTRY	Twinbrook Annex
	* All walks, ramps and drives must be free of snow by 8:30 a.m. weekdays for entrance by staff and/or customers. Use discretion for reasonable accomodation during substantial events and periodically re-check areas during the workday.									

OVERTIME PRIORITY LOCATIONS

13 THROUGH 22

To Be Completed After First 12 Are Completed

No.	Facility/Place Name	Address	Pedestrian Entrance ways	Walks, ramps & or steps	Driveways & Vehicle Entrance Ways	Parking Lots	Bridge or Other	Locations & Special Notes	REG Time	Associated Facilities
13	Beall-Dawson Historical Park	103 W. Montgomery Avenue	x	x	x	x		ALL walks & entrance ways around building & library parking lot.	FORESTRY	D. Stonestreet House, Library
14	Elwood Smith Center	601 Harnngton Road	x	x	x	x		ALL walks and entrance ways around building & parking lot.	WESTERN PARKS	
15	Lakewood Bridge	2311 Glenmore Terrace		x			x	No tractor. Hand shovel or walk-behind blower.	ROW	
16	Lincoln Park Metro Bridge	110 Fredenck Avenue		x			x	Lead walks & bridge.	EASTERN PARKS	Fredenck Avenue Bridge
17	Montrose Community Center	451 Congressional Lane						ALL walks around building, entrance ways & ROW sidewalks around grounds.	EASTERN PARKS	
19	Horners Lane Pump House	401 S. Horners Lane	x	x	x			ALL walks around building, entrance ways & ROW sidewalks around grounds.	EASTERN PARKS	Pump House Park/Croydon Park
20	Rockcrest Community Center	1331 Broadwood Drive	x	x	x	x		ALL walks & entrance ways around building & parking lot.	FORESTRY	
21	Woottons Mill Park	175 Watts Branch Parkway			x		x	Haller Driveway & vehicle bridge.	WESTERN PARKS	
22	Wootton Parkway Portion of Millinneum Trail	Rt. 28 Darnestown Road to Rte. 355						From corner of First Street to Viers Mill to Darnestown Road	ROW	
	*All walks, ramps and drives must be free of snow by 8:30 a.m. weekdays for entrance by staff and/or customers. Use discretion for reasonable accomodation during substantial events and periodically re-check areas during the workday.									

2014-2015 REGULAR HOURS SNOW & ICE REMOVAL LOCATIONS

ATHLETIC FIELDS RESPONSIBILITIES

Crew Supervisor: Bill Grund

'A' Priority

	Name	Location	Notes
1.	City Hall	<u>ALL</u> ramps & walks around building and parking lots; Bouic House – walks & parking area.	Special treatment chemicals. Special Events staff to assist crew on regular time.
2	Courthouse Square Park	Park walks & 30 Courthouse Square entrance.	
3.	East Gude Drive	Millennium Trail	
4.	First Street *	Housing project to Taft.	
5.	Maryvale Park *	Sidewalks on First St. along park property, footbridge & walks within park.	
7.	New Police Station/Old Post Office Building	Walks & parking lot.	High Priority Location
8.	Promenade	Steps & elevator to metro.	Open elevator side only during major storms.

'B' Priority

1.	Baltimore Road	Across from Taylor Avenue next to brick wall.	
2	Monroe Street	Walks within James Monroe Park & in front of park.	
3	New First Street Metro	Underpass & walks to apartment property.	
4.	Park Road	Stonestreet to Rt. 355 – both sides.	
5.	Rockville Heights SWM	Steps for school & access to SWM area.	

'C' Priority – Hot Rights

1.	Falls Road at Great Falls Road	Southbound Great Falls Road to westbound Falls Road.	
2.	Maryland Avenue at Fleet Street	Northbound Maryland Avenue to eastbound Fleet Street.	
3.	Maryland Avenue at MD 28	Northbound Maryland Avenue to eastbound MD 28.	
4.	MD 355 at MD 28	Eastbound MD 28 to eastbound MD 355.	
5.	MD 355 at MD 28	Southbound MD 355 to westbound MD 28.	
6.	MD 355 at MD 28	Westbound MD 28 to northbound MD 355.	
7.	MD 355 at N. Washington Street	Southbound MD 355 to southbound N. Washington St.	

* Indicates A School Walk – For a complete list of school walks see list on pages 14 & 15.

2014-2015 REGULAR HOURS SNOW & ICE REMOVAL LOCATIONS

EASTERN PARKS RESPONSIBILITIES

Crew Supervisor: Clayton Phipps

'A' Priority

	Name	Location	Notes
1.	Cabin John Parkway *	W. Edmonston to Leverton Road – parks side.	
2.	Dogwood Park *	School walk through the park up to New Mark Esplanade from Cabin John Parkway.	
3.	Fleet Street *	From Monroe to Park Street School.	
4.	Lincoln Park Metro Bridge	Unity Bridge	
5.	Lincoln Center	Walks around building.	Salt truck
6.	Montrose Park	Walks around building & grounds.	
7.	N. Horners Lane	Sidewalk in front of Lincoln Terrace Park on Moore Drive.	
7.	Pump House	Walks around building & parking lot.	Salt truck
8.	Ritchie Parkway *	Small strip between house & shopping center to Mount Vernon.	

'B' Priority

1.	Cabin John Parkway & West Lynfield Drive	Sidewalk at corner.	
2.	Copperstone Court & Ritchie Parkway	Sidewalk on both sides at stream.	
3.	Dawson Farm Park	Bridge and walk to townhouses.	
4.	Dover Road	From Horners Lane to SWM Pond.	
3.	East Jefferson Street	From Rollins Avenue to Lorraine Drive (west side).	
5.	Elwood Smith Bike Path	Fleet Street to E. Lynnfield Drive.	
6.	Fleet Street	From Fleet Street to Mount Vernon.	
7.	Frederick Avenue	Unity footbridge over railroad track to Rt. 355.	
8.	Halpine Road & E. Jefferson Street	Nearby Montrose Park.	
9.	Monroe Street (West Side)	From Big Oaks Court (last house) to apartment driveway.	
10.	Monroe Street (East Side)	From the SE corner of Cabin John Parkway @ Monroe Street to telephone before townhouses.	
11.	Mount Vernon	From Jefferson to auto dealer, Blanford to Colonial Court.	
12.	Mount Vernon	Asphalt path from Mount Vernon to parking lot of 7-11 store.	
13.	North Farm Park	Sidewalks adjacent to roadways.	
14.	Silver Rock Park	Maple Avenue, Edmonston Drive & Claggett Drive	
15.	West Edmonston Drive & Ritchie Parkway	Two corners.	

* Indicates A School Walk – for a complete list of school walks see list on pages 14 & 15.

2014-2015 REGULAR HOURS SNOW & ICE REMOVAL LOCATIONS

FORESTRY RESPONSIBILITIES

Crew Supervisor: Rocky Reynolds

'A' Priority

	Name	Location	Notes
1.	Beall-Dawson Historical Park	Walks around building & parking lot, W. Montgomery Avenue	Use rubber blade plow
2.	Edmonston Drive *	Lewis to Rt. 355 (John Brown Bridge).	
3.	Friends Park *	Jefferson & W. Montgomery, and Jefferson & Falls Road.	Hot right
4.	Rockcrest Park	Walks around shelter, Broadwood Drive & one leading to Crawford Dr.	
5.	Twinbrook Recreation Center	All walks around building adjacent to Twinbrook Pkwy. & leading to Vandegrift Ave. & both footbridges.	
6.	Veirs Mill Service Drive *	South side of school crossing to Wade Avenue.	
7.	Veterans Park *	Sidewalk, Veirs Mill to Rt. 355 (park side only).	

'B' Priority

1.	First Street Park	Maple Avenue to Anita Court.	
2.	Grandin Avenue Park	Walk to playground.	Brick – hand shovel
3.	Grandin & Reading Corner	In front of 701 Grandin Avenue.	
4.	Hillcrest Park	Edmonston Dr. to Wade Avenue.	
5.	Jacquelin T. Williams Park	South Adams & West Jefferson Street – sidewalks.	
6.	King Farm Homestead	Driveway & walk adjacent to Rt. 355, & Ridgemont, & Grand Chapman to Pleasant; walkway to Dog Park.	
7.	Marcia Lane	Path leading into Rockcreek Park.	
8.	Twinbrook Bike Path	From Twinbrook Park to Rockcrest Park & the entrance to Crawford Dr.	
9.	Twinbrook Park	Both footbridges, walks to shelter, community center & sidewalk on Twinbrook Parkway – length of park.	
10.	Twinbrook Parkway	Bridge to Chapman Avenue.	

'C' Priority – Hot Rights

1.	MD 355 at Congressional Lane	Southbound MD 355 to westbound Congressional Lane.	
2.	MD 355 at Twinbrook Parkway	Northbound 355 to eastbound Twinbrook Parkway.	
3.	Twinbrook Parkway at Chapman Avenue	Southbound Chapman Avenue to westbound Twinbrook Parkway.	

* Indicates A School Walk – For a complete list of school walks see list on pages 14 & 15.

2014 -2015 REGULAR HOURS SNOW & ICE REMOVAL LOCATIONS

HORTICULTURE RESPONSIBILITIES

Crew Supervisor: Victor Salguero

'A' Priority

	Name	Location	Notes
1	Baltimore Road *	Bike path from Gladstone Drive to townhouses (right side).	
3.	Civic Center	Walks/steps around Mansion, Social Hall, Theatre, parking lots, PW walks; Nature Center.	Salt Theatre ramp.
4.	Public Works Building	Walks around building.	
5.	Thomas Farm Community Center	All walks & walks leading to the center & parking lot.	Use rubber plow blades <u>only</u> on parking lot.

'B' Priority

1.	Dean Drive *	Dean to Broadwood.	
2.	Fallsgrove Park	Parking lot and walks.	
3.	Grandin Avenue	Grandin Avenue to Veirs Mill Service Drive (between houses).	
4.	Grandin Avenue	Length of Lone Oak Park from Woodburn to first house past park.	
5.	Holland Road	Dead end next to Lewis Avenue (steps at side of property).	
6	King Farm Park	All walks directly adjacent to & through park.	
7.	Lewis Avenue	Halpine Road to Rockland Avenue (rear of houses).	
8	Mary Trumbo Park	All walks directly adjacent to & through park.	
9.	Mattie Stepanek Park	Walks.	
10.	Mattie Stepanek Dog Park	Parking lot <u>only</u> .	
11.	Village Green Park	All walks directly adjacent to & through park.	
12.	Wainwright Ave. *	Wainwright Avenue to Ridgeway Avenue (between houses).	

'C' Priority – Hot Rights

1.	Edmonston Dr. at Wootton Parkway	Westbound Edmonston Drive to eastbound Wootton Parkway.	
2.	MD Route 355 at Church Street	From northbound 355 to eastbound Church Street.	
3.	South Stonestreet Avenue	Southbound N. Horners Lane to westbound Park Road.	Corner of S. Stonestreet & Park Road.
4.	Wootton Pkwy. at Edmonston Drive	Eastbound Wootton Parkway to eastbound Edmonston Drive.	Sidewalks on W. Edmonston to apartments – 860 f t.

* Indicates A School Walk – For a complete list of school walks see list on pages 14 & 15.

2014-2015 REGULAR HOURS SNOW & ICE REMOVAL LOCATIONS

RIGHTS-OF-WAY RESPONSIBILITIES

Crew Supervisor: Joey Pritchard

'A' Priority

	Name	Location	Notes
1.	Falls Road *	School walks & Falls Road bike path.	
2.	Gerard Street *	Parkland between Currier Court & school property.	
3.	Greenplace Terrace *	Parkland between Gerard & Lochness Court, Lochness & Fallswood.	
4.	Lakewood Bridge	Path from Glenmore Terrace to Lakewood ES.	
5.	Maryland Avenue	From Argyle Street to Potomac Valley to Falls Road.	
6.	New Mark Esplanade *	New Mark to Scandia Way.	
7.	South Fallsmead Way *	Wootton Parkway to first house (both sides) & steps.	
8.	Wootton Parkway	All of the parkway.	

'B' Priority

1.	Crestview Drive	Between 1729 – 1725.	
2.	Dundee Road	Wootton Parkway to townhouses.	
3.	Fallsgrove Bike Path *	Pathway.	
4.	Feather Rock Drive	Pathway between 705 & 707-719 & 721.	
5.	Horizon Hills *	All walks within park.	
6.	Hungerford Stoneridge SWM Path	From Wootton Parkway to Cabin John Road.	
7.	Hurley Avenue	Watts Branch to Monet Drive Bridge to Rt. 28 (not church property).	
8.	Longhill Drive	Pebble Ridge Court to Richview Court.	
9.	Rockville Church of Christ	Rt. 28 near Crofton Hill Lane.	
10.	Seven Locks Road	From Wootton Parkway to sediment pond.	
11.	Watts Branch Parkway	Hurley Avenue to Aintree Drive parkland between Fallswood Court & Brookcrest Court.	
12.	Watts Branch Parkway	Parkland walks between Gerald & Lochness Court, Lochness Court & Fallswood Drive.	
13.	Windy Knoll Court to Glenmore Terrace	Walk.	
14.	Woottons Mill Park	All walks within park.	

'C' Priority – Hot Rights

1.	Wootton Parkway at Fleet Street	Westbound Wootton Parkway to northbound Fleet Street.	
2.	Wootton Parkway at Falls Road	Eastbound Wootton Parkway to southbound Falls Road.	

* Indicates A School Walk – For a complete list of school walks see list on pages 14 & 15.

2014-2015 REGULAR HOURS SNOW & ICE REMOVAL LOCATIONS

WESTERN PARKS RESPONSIBILITIES

Crew Supervisor: Kyle France

'A' Priority

	Name	Location	Notes
1.	College Gardens Park *	Walks within park leading to College Gardens Elementary.	
2.	Elwood Smith	Walks around building & parking lot.	Salt truck
3.	Fordham Street *	Pitt Place to Princeton Place.	
4.	Forest and Dawson *	Corner to Swim Center & within parkland.	
5.	Mannakee and Martins Lane *	Walks leading to outdoor pool parking lot.	
6.	Mannakee Circle *	Within the circle.	
7.	Oakenshield Drive to Potomac Woods Park *	Asphalt path between houses.	
9.	Senior Center	Driveway, parking lot, handicap ramp, and all walks.	Salt truck
10.	Swim Center	Front entrance, parking lot and sidewalk.	Salt truck
11.	Welsh Park *	All walks leading to Beall Elementary school.	
12.	Yale Place *	School property to College Parkway.	

'B' Priority

1.	Carnation Drive	Parkland between Aster Boulevard & Larkspur Terrace, Crocus Drive to Senior Center.	
2.	College Parkway	Yale Place to end of park property, from Watts Branch Park to Nelson St.	
3.	Gaither Road	Along city-owned wooded sections.	
4.	Nelson Street	Across from Anderson Avenue	
5.	Nelson Street	College Parkway to Aster Boulevard.	
6.	Oakenshield Drive	From Oakenshield Drive to Potomac Woods Park.	
7.	Potomac Woods	Walkways.	
8.	Princeton Place	Upper Watts Branch Park between College Parkway and Pitt Place.	
9.	Research Boulevard	Walks.	
10.	Rutgers Street	Yale Place to shopping center.	
11.	West Gude Drive	Walks.	
12.	Yale Place	Rutgers Street to dead-end of Yale Place.	

* Indicates A School Walk – For a complete list of school walks see list on pages 14 & 15.

2014 – 2015 PARKING LOTS ‘A’ PRIORITIES

‘A’ Priority

	Parking Lot	Location	Notes
1.	Beall-Dawson Historical Park	103 W. Montgomery Avenue	
2.	City Hall	111 Maryland Avenue	Be aware of gate mechanism.
3.	Bouic House	126 S. Washington Street	
4.	Civic Center Park	603 Edmonston Drive	
5.	Elwood Smith Park	601 Harrington Road	
6.	Lincoln Park Community Center	357 Frederick Road	
7.	Police Station/Old Post Office Building	2 W. Montgomery Avenue	
9.	Pump House	401 S. Horners Lane	
9.	Senior Center	1150 Carnation Drive	Rubber blade only.
10.	Swim Center	355 Martins Lane	
11.	Thomas Farm Community Center	700 Fallsgrove Road	Rubber blade only.
12.	Twinbrook Community Recreation Center	12920 Twinbrook Parkway	

2014-2015 SCHOOL WALKS AND INTERSECTIONS

'B' Priority

No.	School Walk	Description	Intersection	Responsibility
1.	Baltimore Road	From Gladstone Drive to townhouses (right side).	Gladstone, Woodburn, Denham, Edmonston, Broadwood	<u>Horticulture</u> Victor Salguero
2.	Cabin John Parkway	W. Edmonston to Leverton Road (park side).	Leverton, W. Edmonston at path, E. Lynfield Drive	<u>Eastern Parks</u> Clayton Phipps
3.	College Gardens Park	Walks within the park leading to College Gardens Elementary.	Yale at College Pkwy., all intersecting paths at College Parkway	<u>Western Parks</u> Kyle France
4.	Dean Drive	Dean Drive to Broadwood Drive.	Path at 323 Dean & 320 Broadwood	<u>Horticulture</u> Victor Salguero
5.	Dogwood Park	School walk through the park up to New Mark Esplanade from Cabin John Parkway.		<u>Eastern Parks</u> Clayton Phipps
6.	Edmonston Drive	Lewis Avenue to Rt. 355 (John Brown Bridge).	Lewis Avenue, Rt. 355	<u>Forestry</u> Rocky Reynolds
7.	Falls Road	School walks & Falls Road bike path.	Falls Road, Great Falls Road, Potomac Valley, Kersey Lane and Wootton Parkway	<u>Rights-Of-Way</u> Joey Pritchard
8.	First Street	Housing project to Taft Street.	Taft Street	<u>Athletic Fields</u> Bill Grund
9.	Fleet Street	From Monroe Street to Park Avenue across from Richard Montgomery HS.	Maryland Ave., Monroe Park (Richard Montgomery)	<u>Eastern Parks</u> Clayton Phipps
10.	Fordham Street	Pitt Place to Princeton Place.	Pitt, Duke, Columbia, Baylor, Auburn, College Parkway	<u>Western Parks</u> Kyle France
11.	Forest Ave. & Dawson Avenue	Corner to Swim Center and within parkland.	Dawson Avenue & Forest Avenue path intersections.	<u>Western Parks</u> Kyle France
12.	Friends Park	Jefferson Street & Falls Road		<u>Forestry</u> Rocky Reynolds
13.	Gerard Street	Parkland between Currier Court & school property.	Greenplace, Currier, Bentley, Watts Branch Parkway	<u>Rights-Of-Way</u> Joey Pritchard
14.	Greenplace Terrace	Parkland between Gerard & Lochness Courts, Lochness & Fallswood.	Gerard Ct., Elmwood, Trail House, James Spring, Duncan Branch.	<u>Rights-Of-Way</u> Joey Pritchard
15.	Horizon Hills	All walks within.	Intersecting paths – S. Fallsmead, Pebbleridge, N. Commons, Longhill.	<u>Rights-Of-Way</u> Joey Pritchard
16.	Mannakee Circle	Within the circle.	Path intersections.	<u>Western Parks</u> Kyle France

2014-2015 SCHOOL WALKS AND INTERSECTIONS

'B' Priority continued

No.	School Walk	Description	Intersection	Responsibility
17.	Mannakee Street And Martins Lane	Walks leading to outdoor pool parking lot.	Mannakee Street, Mannakee Street at Welsh Park Drive	<u>Western Parks</u> Kyle France
18.	Maryvale Park	Sidewalks on First St. along park property, footbridge & walks within park.	Crabb at Longwood, First at Crabb, First at Lincoln	<u>Athletic Fields</u> Bill Grund
19.	New Mark Esplanade	New Mark to Scandia Way.	New Mark cut-through path to Waddington Circle intersection.	<u>Rights-Of-Way</u> Joey Pritchard
20.	Oakenshield Drive To Potomac Woods Park	Asphalt path between houses.	Court dead end cul-de-sac & path intersection at #2501.	<u>Western Parks</u> Kyle France
21.	Princeton Place	Madison Street to Montgomery College.	Dead end cul-de-sac at path, College Parkway.	<u>Western Parks</u> Kyle France
22.	Ritchie Parkway	Small strip between house & shopping center to Mount Vernon.	Mount Vernon	<u>Eastern Parks</u> Clayton Phipps
23.	South Fallsmead Way	Wootton Pkwy. to first house (both sides) & steps.	Wootton Parkway.	<u>Rights-Of-Way</u> Joey Pritchard
24.	Veterans Park	Sidewalk, Veirs Mill Road to Rt. 355 (park side only).	Dodge Street at Veirs Mill Road, Rt. 355 at Richard Montgomery HS.	<u>Forestry</u> Rocky Reynolds
25.	Veirs Mill Service Drive	South side of school crossing to Wade Avenue		<u>Forestry</u> Rocky Reynolds
26.	Welch Park	All walks leading to Beall Elementary School.		<u>Western Parks</u> Kyle France
27.	Wainwright Avenue	Wainwright Avenue to Ridgway Avenue (between houses.)	Atlantic, Ardennes, Ridgeway	<u>Horticulture</u> Victor Salguero
28.	Wootton Parkway	All of Wootton Parkway - Millennium Trail	Dundee, Lindley	<u>Rights-Of-Way</u> Joey Pritchard
29	Yale Place	School property to College Parkway.		<u>Western Parks</u> Kyle France

2014-2015 HOT RIGHTS

'C' Priority

	Name	Location	Notes
1.	Edmonston Drive at Wootton Parkway	Westbound Edmonston Drive to eastbound Wootton Parkway	
2	Falls Road at Great Falls Road	Southbound Great Falls Rd. to westbound Falls Road	
3.	Maryland Avenue at Fleet Street	Northbound Maryland Avenue to eastbound Fleet Street	
4.	Maryland Avenue at MD 28	Northbound Maryland Avenue to eastbound MD 28	
5.	MD 355 at Congressional Lane	Southbound MD 355 to westbound Congressional Lane	
6.	MD 355 at Church Street	From northbound 355 to eastbound Church St.	
7.	MD 355 at MD 28	Eastbound MD 28 to eastbound MD 355	
8.	MD 355 at MD 28	Southbound MD 355 to westbound MD 28	
9.	MD 355 at MD 28	Westbound MD 28 to northbound MD 355	
10.	MD 355 at N. Washington Street	Southbound MD 355 to southbound N. Washington Street	
11.	MD 355 at Twinbrook Parkway	Northbound 355 to eastbound Twinbrook Parkway	
12.	N. Horners Lane at South Stonestreet Avenue	Southbound N. Horners Lane to westbound Park Road	
13.	Twinbrook Parkway at Chapman Avenue	Southbound Chapman Ave. to westbound Twinbrook Parkway	
14.	Wootton Parkway at Edmonston Drive	Eastbound Wootton Parkway to eastbound Edmonston Drive	
15.	Wootton Parkway at Falls Road	Eastbound Wootton Parkway to southbound Falls Road	
16.	Wootton Parkway at Fleet Street	Westbound Wootton Parkway to northbound Fleet Street	

PARKS AND FACILITIES UNION

SENIORITY ROSTER

OCTOBER 2014-2015

Employee Name	Employee ID	Hire Date	Department	Unit	Position Title
Young, Farron T	20192	06/22/1987	900	7531	Laborer – R&P
Butler, James E	30538	07/10/1989	900	7533	Maintenance Worker - R&P
Ceglar, Louis E	32387	01/08/1990	900	7532	Laborer – R&P
Johnson, Jerrod R	60291	12/01/1997	900	7521	Tree Climber
Wyatt, Arthur G	62161	11/09/1998	900	7532	Laborer – R&P
McDonald, Eugene W	64874	01/17/2000	900	7530	Laborer – R&P
Glover, Alonzo	68683	04/24/2000	900	7532	Maintenance Worker - R&P
Gilmartin, Charles C	70742	09/13/2000	900	7521	Tree Climber
King, Roger H	71943	03/12/2001	900	8511	Facilities Maintenance Trades
Vann, Clifton R	66206	05/21/2001	900	8511	Facilities Maintenance Trades
Brown, Eugene R	72559	04/15/2002	900	7501	Parks Sanitation Operator
Seal, Mark	78190	09/15/2003	900	7521	Tree Climber
Lemus, Marco T	81396	10/10/2003	900	7522	Maintenance Worker - R&P
Calles, Carlos S	81922	02/09/2004	900	8511	Laborer – R&P
Chacaltana, Wirmer I	84875	01/31/2005	900	8511	Laborer – R&P
Medrano, Jose S	85316	04/27/2005	900	7522	Laborer – R&P
Ayala, Alfredo D	87513	03/27/2006	900	8511	Laborer – R&P
Ruiz, Jose M	91103	04/16/2007	900	7522	Laborer – R&P
Thomas, Timothy C	93661	02/19/2008	900	7532	Laborer – R&P
Dubon, Alexander	52280	09/15/2008	900	7521	Laborer – R&P
Angel, Isabel	95974	12/08/2008	900	8511	Laborer – R&P
Fergus, Paul	96628	03/30/2009	900	7533	Laborer – R&P
Pierson, Derrick W	92312	03/30/2009	900	7531	Laborer – R&P
Wyatt, Jr., Robert C	91014	08/30/2010	900	7531	Laborer – R&P
McDonald, Robert C	10854	02/14/2011	900	7530	Laborer – R&P
Van Fossen, Brian	13535	06/18/2012	900	8511	Facilities Maintenance Trades
Pocasangre, Walter	90492	10/08/2012	900	7522	Laborer – R&P
Cogswell, Brent	14558	10/08/2012	900	7530	Laborer – R&P
Hannan, Jeremy	16380	07/01/2013	900	7531	Laborer – R&P
Satterfield, Gregory	16399	07/01/2013	900	8511	Facilities Maintenance Trades
Bender, David	16461	01/13/2014	900	8511	Facilities Maintenance Trades

STAFF CONTACT INFORMATION

2014-2015

All Parks and Facilities Staff		
Name	Home Telephone Number	Cell Phone Number
Angel, Isabel		301-915-7228
Ayala, Alfredo		202-250-9612
Beale, Jason		240-876-6580
Bender, David		401-793-0500
Beckwitt, Maurice (Temp)		240-994-2199
Bible, Jason		240-388-4035
Brown, Eugene		202-489-6174
Butler, James	301-216-2568	240-793-1439
Calles, Carlos	240-912-7783	240-643-6935
Cary, Elise		301-233-9421
Ceglar, Louis	301-428-1027	301-646-6430
Chactana, Wirmer	240-277-1019	
Cockrell, Robert	410-489-6113	240-372-9025
Cogswell, Brent	301-916-5505	240-671-9602
Deniker, Joseph		443-605-3365
Dubon, Alex	301-439-5023	240-274-1843
Fasolina, Dianne	301-762-3230	240-876-2591
Fergus, Paul	301-330-0104	240-543-7464
France, Kyle		240-388-6618
Gilmartin, Charles	301-774-8203	240-888-5966
Glover, Alonzo	301-556-7775	240-462-6236
Gonzalez, Gregory (Omar)		301-806-9499
Gonzalez, Noel	301-412-8719	240-383-6693
Grund, William	240-207-3004	240-286-1591
Hannan, Jeremy		240-793-8483
Heckhaus, Mary		240-672-4281
Johnson, Jerrod	410-386-9864	240-674-2495
Kibiloski, Mark		240-994-4904
King, Roger		240-393-0876
Kramer, Alex		301-806-1357
Lemus, Francisco (Temp)	240-370-3526	
Lemus, Marco		301-366-9216

STAFF CONTACT INFORMATION

2013-2014

(Continued)

All Parks and Facilities Staff		
Name	Home Telephone Number	Cell Phone Number
Mader, Steve	301-865-6893	240-743-7519
McDonald, Eugene	240-344-6978	
McDonald, Robert		240-818-4459
Medrano, Jose		240-441-6825
Nnadili, Ikenna	240-477-4603	240-469-9322
Noll, Wayne	301-388-0231	301-741-3071
Orndorff, Robert	301-424-1423	240-876-2589
Perez, Paula	301-570-7151	301-466-9593
Phipps, Clayton	301-483-8707	301-537-7564
Pierson, Derrick	301-972-6319	917-602-8701
Pocasangre, Walter	301-738-1601	240-421-9444
Pritchard, Robert	301-698-8996	301-717-8909
Reynolds, Rocky	301-607-8877	240-994-8514
Ricks, Bryson		347-782-9013
Ruiz, Jose	240-328-1015	301-204-2547
Salguero, Victor	301-603-7457	301-801-4382
Satterfield, Greg		301-524-0778
Seal, Mark		301-433-1231
Tarquinio, Patrick	301-217-9078	
Thomas, Bradley	301-432-8588	
Thomas, Timothy		240-478-9066
Tilford, Anthony	443-920-3989	443-289-6095
Van Fossen, Brian		443-974-2958
Vann, Clifton		240-286-7956
Williams, Sam	202-291-4937	202-329-7854
Wyatt, Art		240-464-4781
Wyatt, Robert Jr.	301-340-8711	240-482-5132
Young, Farron		240-994-7980
EXTRA STAFF		
Dorsey, Vernon		301-500-7998
Wyatt, Robb		240-418-1008

12-HOUR STAFF SHIFTS

2014-2015

For Severe Emergency Weather Events Only
(Shift work assignments to be determined by the Superintendent of Parks)

SHIFT A	SHIFT B
Ayala, Alfredo	Angel, Isabel
Brown, Eugene (T)	Bender, David
Butler, James	Bible, Jason
Ceglar, Louis	Calles, Carlos
Cockrell, Bob	Cary, Elise
Fasolina, Dianne	Cogswell, Brent (T)
France, Kyle	Dubon, Alex (T)
Freiss, Jason	Fergus, Paul
Gilmartin, Charles	Grund, Bill
Glover, Alonzo	Hannan, Jeremy
Gonzalez, Noel	Heckhaus, Mary
Johnson, Jerrod (T)	McDonald, Robert
Kibiloski, Mark	Nnadili, Ike
King, Roger	Perez, Paula
Kramer, Alex	Phipps, Clayton
Lemus, Marco	Pierson, Derrick (T)
McDonald, Eugene	Pocasangre, Walter (T)
Medrano, Jose	Reynolds, Rocky
Noll, Wayne	Ruiz, Jose
Orndorff, Rob	Satterfield, Greg
Pritchard, Joey	Tarquino, Patrick
Ricks, Bryson	TBA – Ballfields Laborer
Saleguero, Victor	TBA – Ballfields Laborer
Seal, Mark	Thomas, Timothy
Tarquino, Patrick	Van Fossen, Brian (T)
Vann, Clifton (T)	Williams, Sam
Wyatt, Art (T)	Wyatt, Jr., Robert (T)
Young, Farron (T)	

- **Names – As Needed**
- **On Call For All Facilities Emergencies** – Jason Beale, Greg Gonzalez, Noel Gonzalez, Tony Tilford
- **Forestry Note** – See page 4, Section II, Sub Section G, Item 5

2014 – 2015

Snow Duty Staff Schedule

October 20 – November 2 Supervisor: Jason Bible Crew Leader: Kyle France	November 3 – November 16 Supervisor: Wayne Noll Crew Leader: Rocky Reynolds
Brown, Eugene (T)	Bender, David
Butler, James	Cogswell, Brent (T)
Ceglar, Louis	Dubon, Alex (T)
Freiss, Jason	Fergus, Paul (MT)
Gilmartin, Charles	Hannan, Jeremy
Glover, Alonzo	McDonald, Robert
Johnson, Jerrod (T)	Nnadalia, Ike
King, Roger	Pierson, Derrick (T)
Lemus, Marco	Pocasangre, Walter (T)
McDonald, Eugene	Ruiz, Jose
Medrano, Jose	Satterfield, Greg
Ricks, Bryson	Thomas, Timothy
Seal, Mark	Van Fossen, Brian (T)
Vann, Clifton (T)	Wyatt, Jr., Robert (T)
Wyatt, Art (MT)	VACANCY
Young, Farron (T)	VACANCY
November 17 – November 30 Supervisor: Dianne Fasolina Crew Leader: Joey Pritchard	December 1 – December 14 Supervisor: Rob Orndorff Crew Leader: Victor Salguero
Brown, Eugene (T)	Bender, David
Butler, James	Cogswell, Brent (T)
Ceglar, Louis	Dubon, Alex (T)
Freiss, Jason	Fergus, Paul (MT)
Gilmartin, Charles	Hannan, Jeremy
Glover, Alonzo	McDonald, Robert
Johnson, Jerrod (T)	Nnadalia, Ike
King, Roger	Pierson, Derrick (T)
Lemus, Marco	Pocasangre, Walter (T)
McDonald, Eugene	Ruiz, Jose
Medrano, Jose	Satterfield, Greg
Ricks, Bryson	Thomas, Timothy
Seal, Mark	Van Fossen, Brian (T)
Vann, Clifton (T)	Wyatt, Jr., Robert (T)
Wyatt, Art (MT)	VACANCY
Young, Farron (T)	VACANCY

2014 – 2015

Snow Duty Staff Schedule

December 15 – December 28 Supervisor: Bob Cockrell Crew Leader: Bill Grund	December 29– January 11 Supervisor: Jason Bible Crew Leader: Kyle France
Brown, Eugene (T)	Bender, David
Butler, James	Cogswell, Brent (T)
Ceglar, Louis	Dubon, Alex (T)
Freiss, Jason	Fergus, Paul (MT)
Gilmartin, Charles	Hannan, Jeremy
Glover, Alonzo	McDonald, Robert
Johnson, Jerrod (T)	Nnadalia, Ike
King, Roger	Pierson, Derrick (T)
Lemus, Marco	Pocasangre, Walter (T)
McDonald, Eugene	Ruiz, Jose
Medrano, Jose	Satterfield, Greg
Ricks, Bryson	Thomas, Timothy
Seal, Mark	Van Fossen, Brian (T)
Vann, Clifton (T)	Wyatt, Jr., Robert (T)
Wyatt, Art (MT)	VACANCY
Young, Farron (T)	VACANCY
January 12 – January 25 Supervisor: Wayne Noll Crew Leader: Rocky Reynolds	January 26 – February 8 Supervisor: Dianne Fasolina Crew Leader: Joey Pritchard* <small>(*Kyle France will be on duty for Joey Pritchard from Jan 26 – Feb 1)</small>
Brown, Eugene (T)	Bender, David
Butler, James	Cogswell, Brent (T)
Ceglar, Louis	Dubon, Alex (T)
Freiss, Jason	Fergus, Paul (MT)
Gilmartin, Charles	Hannan, Jeremy
Glover, Alonzo	McDonald, Robert
Johnson, Jerrod (T)	Nnadalia, Ike
King, Roger	Pierson, Derrick (T)
Lemus, Marco	Pocasangre, Walter (T)
McDonald, Eugene	Ruiz, Jose
Medrano, Jose	Satterfield, Greg
Ricks, Bryson	Thomas, Timothy
Seal, Mark	Van Fossen, Brian (T)
Vann, Clifton (T)	Wyatt, Jr., Robert (T)
Wyatt, Art (MT)	VACANCY
Young, Farron (T)	VACANCY

2014 – 2015

Snow Duty Staff Schedule

February 9 – February 22 Supervisor: Rob Orndorff Crew Leader: Victor Salguero	February 23 – March 8 Supervisor: Bob Cockrell Crew Leader: Bill Grund
Brown, Eugene (I)	Bender, David
Butler, James	Cogswell, Brent (I)
Ceglar, Louis	Dubon, Alex (I)
Freiss, Jason	Fergus, Paul (MT)
Gilmartin, Charles	Hannan, Jeremy
Glover, Alonzo	McDonald, Robert
Johnson, Jerrod (I)	Nnadalia, Ike
King, Roger	Pierson, Derrick (I)
Lemus, Marco	Pocasangre, Walter (I)
McDonald, Eugene	Ruiz, Jose
Medrano, Jose	Satterfield, Greg
Ricks, Bryson	Thomas, Timothy
Seal, Mark	Van Fossen, Brian (I)
Vann, Clifton (I)	Wyatt, Jr., Robert (I)
Wyatt, Art (MT)	VACANCY
Young, Farron (I)	VACANCY
March 9 – March 22 Supervisor: Jason Bible Crew Leader: Kyle France	March 23 – April 5 Supervisor: Wayne Noll Crew Leader: Rocky Reynolds
Brown, Eugene (I)	Bender, David
Butler, James	Cogswell, Brent (I)
Ceglar, Louis	Dubon, Alex (I)
Freiss, Jason	Fergus, Paul (MT)
Gilmartin, Charles	Hannan, Jeremy
Glover, Alonzo	McDonald, Robert
Johnson, Jerrod (I)	Nnadalia, Ike
King, Roger	Pierson, Derrick (I)
Lemus, Marco	Pocasangre, Walter (I)
McDonald, Eugene	Ruiz, Jose
Medrano, Jose	Satterfield, Greg
Ricks, Bryson	Thomas, Timothy
Seal, Mark	Van Fossen, Brian (I)
Vann, Clifton (I)	Wyatt, Jr., Robert (I)
Wyatt, Art (MT)	VACANCY
Young, Farron (I)	VACANCY

2014 – 2015

Snow Duty Staff Schedule

April 6 – April 19 Supervisor: Dianne Fasolina Crew Leader: Joey Pritchard	
Brown, Eugene (T)	
Butler, James	
Ceglar, Louis	
Freiss, Jason	
Gilmartin, Charles	
Glover, Alonzo	
Johnson, Jerrod (T)	
King, Roger	
Lemus, Marco	
McDonald, Eugene	
Medrano, Jose	
Ricks, Bryson	
Seal, Mark	
Vann, Clifton (T)	
Wyatt, Art (MT)	
Young, Farron (T)	

2014-2015 EQUIPMENT LIST

BY DIVISION AND SUPERVISOR

Unit #	Equipment	Assigned	Supervisor	Available Equipment
	Trucks			
329	Chevrolet C5500 Plow/Salt Box	Western Parks	Kyle France	Salt Box KEY must remain w/ truck
236	Chevrolet K1500 4x4 w/Plow	Western Parks	Kyle France	
277	FORD F350 4x4 w/Plow	Forestry	Rocky Reynolds	
288	FORD F350 4x4 Crew Cab	R.O.W.Joe	Pritchard	Utility Trailer
289	FORD F350 4x4	Ballfields	William Grund	Utility Trailer
286	FORD F350 4x4 Crew Cab	Western Parks	Kyle France	Utility Trailer
287	FORD F350 4x4 Crew Cab	Eastern Parks	Clayton Phipps	Utility Trailer
283	FORD F350 4x4 w/Plow	Western Parks	Kyle France	
	Large Tractors			
465	International 7300 Plow/Salt Box	Western Parks	Kyle France	
503	John Deer Skid Steer	Horticulture	Victor Salguero	Bucket & snow blower
533	New Holland Tractor TN70D w/Plow	R.O.W.Joe	Pritchard	
561	New Holland Tractor TN70D w/Plow	R.O.W.Joe	Pritchard	
	Small Tractors/Riders			
1003	John Deere Gator w/Snow Blade	Horticulture	Victor Salguero	
1104	John Deere Snow Blower F1145	Horticulture	Victor Salguero	
1031	John Deere Tractor F1145	Horticulture	Victor Salguero	
993	Toro Groundsmaster 325D	Western Parks	Kyle France	V - Blade
971	Toro Groundsmaster 328D	R.O.W.Joe	Pritchard	V - Blade
1066	Toro Groundsmaster 328D	Eastern Parks	Clayton Phipps	V - Blade
1190	John Deere 1445	Western Parks	Kyle France	Snow plow, blower
1140	John Deere 1445	R.O.W.Joe	Pritchard	Snow plow, blower & sweeper
1169	John Deere 1445	R.O.W.Joe	Pritchard	Snow plow & blower & sweeper
1220	John Deere 1445	Eastern Parks	Clayton Phipps	Snow plow & blower
	Blowers & Sweeper Walk-Behinds			
966	John Deere Snow Blower 1032D	Eastern Parks	Clayton Phipps	
1026	John Deere Snow Blower 1032D	Western Parks	Kyle France	
1021	John Deere Snow Blower 1032D	Forestry	Rocky Reynolds	
1109	Toro Snow Blower 1028	Ballfields	William Grund	
1127	Toro Snow Blower 1028	General Use	Steve Mader	
1108	Toro Snow Blower 1028	R.O.W.Joe	Pritchard	
1075	Ariens Power Brush/ sweeper	Horticulture	Victor Salguero	
1242	Honda Snow Blower 928	Horticulture	Victor Salguero	
1272	Honda Snow Blower 928	General Use	Steve Mader	
	Additional Equipment			
1130	Sweepster for New Holland Tractor	R.O.W.Joe	Pritchard	See Parks Mechanic
513	Vermeer Mini Skid Steer w/ Bucket	Forestry	Rocky Reynolds	
	Emergency Equipment			
1016	Honda 5000w Generator	Western Parks	Noel Gonzalez *	10 Gauge Extension Cord- Mower Shop
1017	Honda 5000w Generator	Western Parks	Noel Gonzalez *	Special Events
1018	Honda 5000w Generator	Western Parks	Noel Gonzalez *	Special Events
1019	Honda 5000w Generator	Western Parks	Noel Gonzalez *	Mower Shop
1083	Light Tower Diesel Generator	Western Parks	Noel Gonzalez *	
1084	Light Tower Diesel Generator	Western Parks	Noel Gonzalez *	

NOTE: (2) Chain Saws (one small & one large) Assigned to Each Crew/ *Noel Gonzalez - Acting Facilities Manager

2014-2015 STOCK STORAGE AREAS

For Calcium Chloride

LOCATION	NOTES	AMOUNT
City Hall	A 5-gallon airtight container is to be stored inside City Hall ramp area.	6 bags
Glenview Mansion	Basement	8 bags
Lincoln Park Community Center	As directed	6 bags
Parks Open Bay at Public Works Complex		150 bags
Police Station/ Old Post Office	Sally Port, recycle area	6 bags
Parks & Public Works Maintenance Admin Building	Locker Room Entrance	1 bag
Senior Center	Boiler Room	6 bags
Social Hall/FSF Theatre	Boiler Room	6 bags
Swim Center	As directed.	6 bags
Thomas Farm Community Center	Maintenance Closet	6 bags
Twinbrook Recreation Center	Men's Room Utility Closet	6 bags

City of Rockville

2014-2015 After-Hours Problems/Emergency Service

City Facilities, Parks, Grounds and Street/Park Trees

Area/Contact	Cell	Staff Home/Contractor
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FACILITIES

- **City Hall**

Noel Gonzalez- Acting (Call First)	240-383-6693	
Jason Beale	240-876-6580	

- **Civic Center Complex (Mansion & FSF Theatre)**

Kathleen Moran (Call First)	240-876-6581	301-294-9582
Kim Haug	240-848-6941	301-460-6824

- **Croydon Creek Nature Center**

Elissa Totin (Call First)	570-337-1117	
Melinda Norton	810-348-9602	
Chris Henry	301-370-0352	301-838-8961

- **Lincoln Park Community Center**

Yvette Yeboah (Call First)	301-252-2241	
Kegan Louryk	301-325-7905	
Chris Henry	301-370-0352	301-838-8961

- **Police Department (Old Post Office Building - 2 W. Montgomery)**

Noel Gonzalez- Acting (Call First)	240-383-6693	
Jason Beale	240-876-6580	

- **Rothgeb Maintenance Complex**

Noel Gonzalez- Acting (Call First)	240-383-6693	
Jason Beale	240-876-6580	

- **Senior Center**

Terri Hilton (Call First)	443-848-7254	410-379-0177
Betsy Thompson	240-499-4242	301-294-7571
Lorraine Schack	240-731-0682	301-253-5505

- **Swim Center**

Martin Seitz	202-629-8742	301-772-1782
Michael Capotosto	240-723-5915	
Debbie Bouwkamp	240-328-9774	240-328-9774

<u>Area/Contact</u>	<u>Cell</u>	<u>Staff Home/Contractor</u>
• <u>Thomas Farm Community Center</u>		
Martha Coester (Call First)	202-255-5389	301-388-0253
Ana Navarro	301-455-1596	
Chris Henry	301-370-0352	301-838-8961
• <u>Twinbrook Community Recreation Center</u>		
Kelley Day Terry (Call First)	240-793-8474	
Khali Isreal	301-642-8444	
Chris Henry	301-370-0352	301-838-8961
• <u>Water Treatment Plant</u>		
Glenn Maggard (Call First)	734-658-9479	
Calvin Forte	301-221-0894	240-207-3273

Non City Facilities

• <u>Town Center Garages on Maryland Avenue, N. Washington St., Rt. 355</u>		
24 Hour Emergency (Call First)		301-421-4999
Dennis Williams, Lead Engineer	202-695-9952	
Chris Brown, Operations Manager	202-957-9200	301-998-8151

OTHER EMERGENCIES

• <u>Ballfields</u>		
William Grund (Call First)	240-286-1591	240-207-3004
Clayton Phipps	301-537-7564	301-483-8707
• <u>City Vehicle Mechanic</u>		
John Davis (Alternate Cell: 301-537-7480)	301-537-7484	301-854-6169
• <u>Electrical & Lighting</u>		
Noel Gonzalez- Acting (Call First)	240-383-6693	
Electric Advantage, Inc.		301-424-9588
• <u>Video & Building Security Cameras</u>		
Police (Call First)		240-314-8900
EAI Security		301-424-9588

<u>Area/Contact</u>	<u>Cell</u>	<u>Staff Home/Contractor</u>
• <u>Emergency Generators & Fuel</u>		
Curtis Engine (Call First) (Repairs)	800-573-9200	410-536-1203
Electric Advantage, Inc. (Repairs)		301-424-9588
• <u>HVAC/Mechanical/Plumbing/Roof/Glass/Structural</u>		
Jason Beale (Call First)	240-876-6580	
Omar Gonzalez	301-806-9499	
Tony Tilford	240-876-6852	410-795-6019
Joe Deniker	443-605-3365	301-824-3612
• <u>Parks – Buildings, Grounds and Shelters Not Listed Above</u>		
Public Works Duty Foreman (Call First)		<i>See Duty Roster</i>
Rob Orndorff	240-876-2589	301-424-1423
Kyle France	240-388-6618	
Clayton Phipps	301-537-7564	301-483-8707
Dianne Fasolina	240-876-2591	301-762-3230
Jason Bible	240-388-4035	
• <u>Park Picnics and Rentals</u>		
Kathleen Moran (Call First)	240-876-6581	301-294-9582
Kim Haug	240-848-6941	301-460-6824
• <u>Security (Buildings and Parks)</u>		
City Police (Call First)		240-314-8900
Rob Orndorff	240-876-2589	301-424-1423
• <u>Trees (City)</u>		
P.W. Duty Foreman (Call First)		<i>See Duty Roster</i>
Rocky Reynolds	240-994-8514	301-607-8877
Wayne Noll	301-741-3071	301-388-0231
Elise Cary	301-233-9421	
Rob Orndorff	240-876-2589	301-424-1423
Jerrold Johnson	240-674-2495	410-386-9864
Charles Gilmartin	240-888-5966	301-774-8203
Alex Dubon	240-274-1843	301-439-5023
Mark Seal	301-433-1231	301-547-5489

<u>Area/Contact</u>	<u>Cell</u>	<u>Staff Home/Contractor</u>
• <u>Tree Contractors</u>		
Pogo Tree Experts (Call First)	(Pogo Cell) 301-370-5469 (Mary Cell) 570-239-9550	301-774-2968 301-540-3767
Mead Tree & Turf	(Bob Mead) 301-252-0061 (Tiffany Cell) 240-446-7493	301-854-5990
Excel Tree Expert Co., Inc.	(Marty Levine) 443-756-0239	410-799-3266
Greentree	410-741-0776	410-741-0776
• <u>Backup Contacts</u>		
Public Works Duty Foreman (Call First)		<i>See Duty Roster</i>
Rob Orndorff	240-876-2589	301-424-1423
Steve Mader	240-743-7519	301-865-6893
Chris Henry	301-370-0352	301-838-8961
• <u>Emergency Telephones</u>		
Dedicated C&P Telephone at Public Works Dispatch (Rothgeb Complex)		301-309-1971
Police Dispatch		240-314-8900
• <u>Utilities (24-Hour Contacts)</u>		
Comcast		301-762-7863
Electric Lines (Pepco)	Live Wire Down: 202-872-3432	202-833-7500
Gas (Washington Gas)	Toll Free: 1-800-752-7520	703-750-1400
Telephone (Verizon)		800-275-2355

2014-2015 EMERGENCY OVERTIME SNOW REPORT

Snow Supervisor: _____

Crew Leader: _____

Time of Notification: _____

Time of Arrival: _____

_____ a.m./p.m.

_____ a.m./p.m.

Date(s) of Event : ____/____/____

	STAFF	HOURS WORKED	SITES WORKED	EQUIPMENT USED
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Conditions:

Snow depth: _____

Ice: _____

Chemicals Used:

Salt: _____

Calcium: _____

Sand: _____

Comments: _____

Supervisor Signature: _____

DATE: _____

TIME: _____

2014-2015 SNOW AND ICE REMOVAL CHECKLIST**ALL LOCATIONS****'A' Priority**

NAME	COMPLETED	NAME	COMPLETED
Baltimore Rd. - Bike Path from Gladstone Drive to townhouses (right side)		Maryland Avenue - Argyle Street to Potomac Valley to Falls Road	
Beall-Dawson Historical Park		Maryvale Park – footbridges; sidewalks on First Street	
Cabin John Parkway – W. Edmonston to Leverton Road; park side		New Mark Esplanade	
City Hall – Police entrance		Oakenshield Dr. to Potomac Woods Park - path between houses	
Civic Center		Police Station - Old Post Office Building	
College Gardens Park		Promenade – steps and elevator to Metro	
Courthouse Square Park – and 32 CHS entrance		Public Works Building	
Dogwood Park - school walk through the park up to New Mark Esplanade		Pump House (NIP)	
East Gude Drive – Millennium Trail		Ritchie Parkway - small strip between house and shopping center to Mt. Vernon	
Edmonston Drive - Lewis to Rt. 355 (John Brown Bridge).		Rockcrest Park	
Elwood Smith		Senior Center	
Falls Road - school walks and Falls Road Bike Path		S. Fallsmead Way - Wootton Pkwy. to first house (both sides) and steps	
First Street – Housing Project to Taft Street		Swim Center	
Fleet Street – from Monroe to Park Street School		Thomas Farm Comm. Center	
Fordham Street - Pitt Place to Princeton		Twinbrook Rec Center	
Forest and Dawson - corner to Swim Center and within parkland		Veirs Mill Service Drive - south side of school crossing to Wade Avenue	
Friends Park - Jefferson & W. Montgomery, and Jefferson and Falls Road		Veterans Park	
Gerard Street - parkland between Currier Court and school property		Wainwright Ave. - Wainwright to Ridgeway (between houses)	
Greenplace Terrace - parkland between Gerard and Lochness; Lochness and Fallswood		Welsh Park - all walks leading to Beall School	
Lakewood Bridge		Wootton Parkway - all of the parkway/Millennium Trail	
Lincoln Center		Yale Place - school property to College Parkway	
Lincoln Park Metro Bridge			
Mannakee and Martins Lane - walkways to outdoor pool parking lot			
Mannakee Circle			

DATE:

TIME:

2014-2015 SNOW AND ICE REMOVAL CHECKLIST

ALL LOCATIONS

'B' Priority

NAME	COMPLETED	NAME	COMPLETED
Baltimore Road – across from Taylor Ave.		Marcia Lane - path leading into Rockcreek Park	
Cabin John Parkway & West Lynfield Dr. - corner		Mary Trumbo Park	
Carnation Drive - parkland to Senior Center		Mattie Stepanek Dog Park - parking lot ONLY	
College Parkway - Yale Place to end of park property		Mattie Stepanek Park	
Copperstone Court and Ritchie Parkway - corner		Monroe Street – walks within and in front of James Monroe Park	
Crestview Drive - between 1729 – 1725		Montrose Woods	
Dawson Farm Park		Mount Vernon - from Jefferson to auto dealer, Blanford to Colonial Court	
Dean Drive - Dean to Broadwood		Mount Vernon - from Mount Vernon to parking lot off Ritchie Parkway	
Dover Road - from Horners Lane to SWM Pond		Nelson Street - across from Anderson Avenue	
Dundee Road - Wootton Parkway to townhouses		Nelson Street - College Parkway to Aster Boulevard	
East Jefferson Street - from Rollins Avenue to Lorraine Drive (west side)		New First Street Metro – underpass; walk to apartment property	
Elwood Smith Bike Path		North Farm Park	
Fallsgrove Bike Path		Oakenshield Drive - to Potomac Woods Park	
Fallsgrove Park		Park Road - Stonestreet to Rt. 355 – both sides	
Feather Rock Drive		Potomac Woods - walkways	
First Street Park		Princeton Place - parkland	
Fleet Street - Fleet Street to Mt. Vernon		Research Boulevard - walks	
Frederick Avenue - Unity footbridge over railroad track to Rt. 355		Ritchie Parkway - small strip between house and shopping center to Mt. Vernon	
Gaither Road - along city-owned wooded sections		Rockville Church of Christ	
Grandin and Reading - corner		Rockville Heights SWM – steps for school and SWM access	
Grandin Avenue – to Veirs Mill Service Drive		Rutgers Street - Yale to shopping center	
Grandin Avenue – length of Lone Oak Park		Seven Locks Road - from Wootton Parkway to sediment pond	
Grandin Avenue Park		Silver Rock Park - Maple Avenue, Edmonston Drive and Claggett Drive	
Halpine Road and E. Jefferson Street		Twinbrook Bike Path	
Hillcrest Park		Twinbrook Park	
Holland Road - dead end next to Lewis Avenue (steps at side of property)		Twinbrook Parkway	
Horizon Hill Park		Village Green Park	
Hungerford Stoneridge SWM Path		Watts Branch Parkway – Hurley to Aintree Drive	
Hurley Avenue - Watts Branch to Monet Drive Bridge to Rt. 28 (not church property).		Watts Branch Parkway – parkland walks	
Jacquelin T. Williams Park		West Edmonston Drive and Ritchie Parkway - corner	
King Farm Homestead		West Gude Drive - walkways.	
King Farm Park		Windy Knoll Court to Glenora Terrace	
Lewis Avenue - Halpine Road to Rockland Avenue (rear of houses)		Woottons Mill Park	
Longhill Drive - Pebble Ridge to Richview		Yale Place - Rutgers Street to dead-end of Yale Place	

DATE: _____

TIME: _____

2014-2015 SNOW AND ICE REMOVAL CHECKLIST

ALL LOCATIONS

'C' Priority

NAME	COMPLETED
Edmonston Drive at Wootton Parkway	
Falls Road at Great Falls Road- southbound Great Falls Road to Westbound Falls Road	
Maryland Avenue at Fleet Street	
Maryland Avenue at MD 28- northbound Maryland Avenue to eastbound MD 28	
MD 355 at MD 28- eastbound MD 28 to eastbound MD 355	
MD 355 at MD 28- southbound MD 355 to westbound MD 28	
MD 355 at MD 28- westbound MD 28 to northbound MD 355	
MD 355 at Church Street	
MD 355 at Congressional Lane	
MD 355 at N. Washington Street	
MD 355 at Twinbrook Parkway	
N. Horners Lane at South Stonestreet Avenue	
Twinbrook Parkway at Chapman Avenue	
Wootton Parkway at Edmonston Drive	
Wootton Parkway at Fleet Street	
Wootton Parkway at Falls Road	